

Held MAY 21, 2019 20

The Miami Township Board of Trustees met in regular session on Tuesday, May 21, 2019 at 7:00 PM. Trustee Schultz called the meeting to order and led the Pledge of Allegiance. The invocation was given by Trustee Tracy. Mr. Ferry called the roll. Attending were Karl Schultz, Ken Tracy and Mary Makley Wolff. Ms. Wolff made a motion to approve the minutes of the April 16, 2019 business meeting and May 13, 2019 work session, seconded by Mr. Tracy with all voting "AYE".

Proclamations and Special Presentations: Chairperson Schultz read a proclamation recognizing and designating May 19 – 25, 2019 as Emergency Medical Service Week.

Chairperson Schultz announced the 2018 Police Service Award recipient Officer Hunter Willoughby. Chief Mills highlighted that Officer Willoughby led the Department in 2018 with 155 arrests—84 were drug traffickers and drug abusers; 298 citations, 392 written warnings, 14 DUIs and 142 suspended drivers. His proactive police work has made him familiar with people in the community and knowledge to perform his job effectively.

Officer Willoughby was recognized for his assistance to Goshen Township Police Department in identifying a theft suspect and is regularly tasked by supervisors and officers to assist in identifying and locating suspects. Numerous citizens have sent positive letters, emails and cards to the Police Department. Chief Mills stated that above all else Officer Willoughby reports to work with enthusiasm and a great attitude. Chief Mills presented Officer Willoughby with the 2018 Police Service Award.

Chairperson Schultz invited Max Barcomb with BSA Troop 244 to present his proposal for an Eagle Scout project in Miami Meadows Park. Mr. Barcomb explained the gazebo would be 10' x 10' in size and proposed it be located by the Spirit of '76 pond, between the pond and the parking lot. He stated the gazebo would help provide a shaded area by the pond. He shared sketch photos of the gazebo with the Board and explained he would install gravel for drainage, and the floor would be concrete and also connect to the existing sidewalk. He also described benches would be permanently installed in the concrete floor of the gazebo. He noted the construction material would be wood and the height of the structure would be 8 feet tall.

The project was well received by the Board and Mr. Barcomb was commended for his willingness to give back to the community.

Department Reports: A representative of each department presented a report of activities during the month of April 2019.

Community Development	Mr. Elliff
Finance	Mr. Ferry
Fire/EMS	Chief Kelly
Police	Chief Mills
Recreation	Mrs. Thibodeau
Service	Mr. Musselman
Administration	Mr. Wright

Old Business: None.

New Business: Mr. Tracy made a motion to pay the bills of the Township with 296 checks numbered 133405 - 133700 and 22 electronic checks numbered 1434 – 1455 for the total amount of \$1,793,613.09 plus payroll and payroll taxes for the check dates 04/26/2019 in the amount of \$278,771.73 and 05/10/2019 in the amount of \$272,411.06, seconded by Ms. Wolff with all voting “AYE”.

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$11,151.71.

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Ms. Wolff made a motion to adopt Resolution 2019-12 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$11,151.71 and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that he and Mr. Musselman are requesting to make a final offer of employment to Jessica Hunt for the position of Service Department Administrative Assistant at an hourly rate of \$20.50 with an effective starting date of June 3, 2019 with a 12-month probationary period.

Mr. Tracy made a motion to make a final offer of employment to Jessica Hunt for the position of Service Department Administrative Assistant at an hourly rate of \$20.50 effective June 3, 2019 with a 12-month probationary period, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that he and Chief Kelly are requesting a conditional offer for seasonal, part-time employment be offered to Grayson Hines in order to allow him to continue with the next steps in the hiring process for the position of seasonal Hydrant Maintenance Technician.

Mr. Tracy made a motion to make an offer of conditional employment to Grayson Hines for seasonal, part-time employment as Hydrant Maintenance Technician with the Fire Department

Mr. Wright advised at the May work session Chief Kelly presented the Station 26 office workstation replacement. This item was contained in the proposed capital budget for 2019. The workstation is located at the main fire station for the Township, serves 4-5 people 24 hours a day and is showing its age after 15 years of use. Chief Kelly obtained two quotes for the project and has recommended Office Furniture Source as the vendor at a cost not to exceed \$7,600, which includes freight, delivery and installation. This would allow the Township to replace all the existing workspace furniture and make the space more effective for the operations.

Ms. Wolff made a motion to approve the purchase of a replacement office workstation for the radio room at Station 26 from the Office Furniture Store in an amount not to exceed \$7,600 and to include freight, delivery and installation, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that the Township is seeking authorization to submit two grants for potential sidewalk projects. The project areas are going to be on Branch Hill Guinea Pike to connect Boyd E. Smith Elementary and the second location would be on State Route 131 to connect the Milford High School/Wolfpen Road intersection with Seipelt Elementary at McCormick Trail. These projects were both listed as priority projects on the Pathway Priorities component of the "Imagine Miami Vision 2025" comprehensive plan.

Mr. Wright stated that he has been working with Kleingers and Associates engineering for a conceptual plan and estimate of cost, and they will be assisting the Township with the technical components of the grant application. The program is for Transportation Alternative Funds through the Ohio-Kentucky-Indiana (OKI) Regional Council of Governments. The application is due to OKI June 7 and the Township would find out this fall if it is successful. The program would pay for 80% of the construction costs with a 20% match from the Township as well as engineering design fees that would be due at the time of final design. Funds would be available for construction in the year 2022.

Mr. Tracy made a motion to approve Resolution 2019-13 Authorizing the Township Administrator to Prepare and Submit an Application for Ohio Department of Transportation Alternative Funds through the Ohio-Kentucky-Indiana Regional Council of Governments for the Branch Hill Guinea Pike Pedestrian Connectivity Plan and execute contracts as necessary, dispensing with the Second Reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Tracy made a motion to approve Resolution 2019-14 Authorizing the Township Administrator to Prepare and Submit an Application for Ohio Department of Transportation Alternative Funds through the Ohio-Kentucky-Indiana Regional Council of Governments for the State Route 131 Pedestrian Corridor Plan and execute contracts as necessary, dispensing with the Second Reading, seconded by Ms. Wolff with all voting "AYE".

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Mr. Wright stated that, as discussed, in the 2019 budget, the existing open mowing trailer that is utilized daily in the parks department is being proposed for replacement. The enclosed design being sought for approval has worked very well as one was put into service last year with the parks department. The enclosed trailer allows for securing of equipment while staff is away from the equipment working in the parks. The capital budget provided for \$10,000. The lowest price of the submitted bids was \$11,080 from Smith Trailers and Equipment. With the savings from the excavator, the item will be under budget.

Ms. Wolff made a motion to approve the purchase of an enclosed mowing trailer from Smith Trailers and Equipment in the amount of \$11,080, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised, as Chief Kelly presented at the work session, an item not provided in 2019 budget and could not be anticipated as a change in standard was recently released by the National Fire Protection Agency. Five SCBA are being requested which will be placed into reserve service on the reserve fire engine and will assist when other SCBA need to be serviced or receive routine maintenance. The total amount to purchase five SCBA from the existing vendor MES/Warren Fire Equipment is \$37,100. As Chief Kelly previously mentioned a review of the 2019 capital items will be conducted to remain under budget for the year.

Mr. Tracy made a motion to approve the purchase of five (5) complete SCBA, including delivery from MES/Warren Fire Equipment in the amount of \$37,100, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised, as discussed at the work session, that approval is being sought for a one-to-one replacement of a piece of equipment in its twenty-fifth year of service. The existing 1994 Ford tractor has a boom mower attachment and is utilized to mow all of the Township right of ways. He added the attachment also has a cantilever hydraulic arm which keeps brush from growing into the right of way and becoming a nuisance to drivers. Multiple quotes were received. The best option was from Zimmer Tractor in the amount of \$116,800 that includes a \$5,000 trade-in of the 25-year old unit.

Ms. Wolff made a motion to approve the purchase of a new tractor and boom mower attachment from Zimmer Tractor in an amount not to exceed \$116,800, including the trade-in value of \$5,000 for the 1994 Ford tractor, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that we are seeking approval to dispose of items from the Police, Fire and Administration Departments which are no longer of value to the Township. The items, two of which are vehicles, will be placed on GovDeals, and other items no longer usable will be properly disposed of.

Mr. Tracy made a motion to approve Resolution 2019-15 authorizing the disposal of surplus property and authorizing the sale of unneeded or obsolescent personal property no longer necessary for Township use by internet auction pursuant to Section 505.10 of the Ohio Revised Code, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that in 2017, a four-year plan was implemented that would allow the Township to appropriately replace our computer network items such as servers and other telecommunication components of the Township. The proposed items total \$8,304.04 which is \$500 less than budgeted.

Ms. Wolff made a motion to approve the purchase of four IT switches, including firewall advanced threat protection, utilizing InTrust for an amount not to exceed \$8,300.04.

Mr. Wright advised that there has been discussion over the past three years and the Board had challenged staff to bring back an appropriately sized storage building for equipment, vehicles, and some of the smaller items that seasonally, at times, must be stored outside. Three years ago, the original thought was the building would cost \$358,000. Approximately \$200,000 was

RECORD OF PROCEEDINGS

Minutes of

MIAMI TOWNSHIP BOARD OF TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

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budgeted in the 2019 budget. He stated that Mr. Musselman had been working with a second set of designers for an appropriately sized building.

Mr. Wright advised the bid opening for the storage building was held recently and two bids were received. The lowest bid was received from A-One Building Company at \$219,640. He stated that as previously discussed there is value in the two alternates. The Perma-Columns will add a longer lifespan structurally and the side wall exhaust fan would be a requirement of the state building code. The size of the building has been scaled down to a 9,000 square foot building that will contain nine double bays with a concrete floor, and does not include workstations, showers, lockers or restrooms. It is a basic building that will allow the Township to extend the service life of equipment.

Mr. Tracy made a motion to approve the base bid and alternates 2 and 3 from A-One Building Company to perform the construction of a service storage garage at a cost not to exceed \$227,040.

Mr. Wright advised that within the Ohio Capital Budget Bill the Township received positive news that we received a \$50,000 grant that will allow for the installation of an emergency rescue boat ramp at the Kelley Nature Preserve, in conjunction with Ohio Department of Natural Resources. The preserve is owned by Clermont County Park District; thus, the Ohio Department of Natural Resources (ODNR) requires an agreement between the Township as the recipient of the grant and the County Park District as the property owner. The agreement states the Township is responsible for bidding and overseeing the construction of the project and be the entity that will receive reimbursement, and the County Park District will maintain the use of the property. ODNR and the Park District have reviewed the agreement.

Ms. Wolff made a motion to adopt Resolution 2019-16, authorizing approval of an Agreement between Miami Township, the Clermont County Park District, and dispensing with a second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised that previously budgeted for 2019 is replacement of a ¾ ton pick-up truck with nearly 90,000 miles. With parks and roads into their heavy season, and with the seasonal staff active, approval is being sought for the purchase of a new pick-up from the state purchasing program, and to retain Truck 118, while re-allocating Truck 14 for use in the cemetery. Mr. Musselman was able to obtain a lower price with Mt. Orab Ford in the amount of \$29,598.50, a \$200 savings from the state purchase program.

Mr. Tracy made a motion to approve the purchase of a ¾ ton pickup truck from Mt. Orab Ford in the amount not to exceed \$29,598.50, seconded by Ms. Wolff with all voting "AYE".

Public Comment: Marvin Hudson, 5969 Pinto Place, reviewed the details of the Run for the Poor event occurring Saturday, June 8 at 9 a.m., including request for police vehicles and EMS on-site.

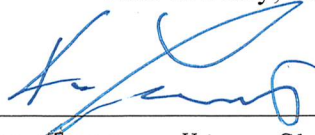
Joe Dills, 1139 Nature Run Road, announced his candidacy for state representative and provided information about himself and his family. He noted he was a Milford High School graduate and supports for the Milford School system. He described that his military background and business experience would contribute toward his effectiveness in the legislator role.

Executive Session: None.

With no further business to come before the Board the meeting was adjourned at 8:19 p.m.

ATTEST:


Eric C. Ferry, Fiscal Officer


Ken Tracy, Vice Chairperson